
CLYDE MUIRSHIEL PARK AUTHORITY



Report to: Joint Committee
On: 4 December 2015

Report
By
Regional Park Manager

SUBJECT: QUARTERLY HEALTH AND SAFETY REPORT

1.0 Purpose of Report:

- 1.1 To inform members of the Joint Committee of the Park Authority's quarterly health and safety monitoring report for July to September 2015.

2.0 Recommendation:

That members of the Joint Committee:-

- 2.1 note that there were no RIDDOR reportable accidents or occupational diseases and a low number of other accidents considering the range of activities that take place in the Park.
- 2.2 note the impact of the reduction in staffing levels on the Health & Safety processes within the Park.
- 2.3 note that the problem of water ingress at Muirshiel Visitor Centre continues to be under investigation.

Members wishing further information regarding this report should contact Mr David Gatherer, Regional Park Manager, Clyde Muirshiel Park Authority, 01505 842 882.

3.0 Background:

- 3.1 The Park Authority is a member of Renfrewshire Council's Corporate Health and Safety Committee. This meets quarterly and is attended by representatives of the council's departments and the joint boards and joint committees.

4.0 Quarterly Health and Safety Monitoring Report:

- 4.1 The quarterly Health and Safety monitoring report is normally presented to the Park Authority as part of the regular meetings cycle:-

Joint Committee meeting	H & S quarter reported
February	Oct, Nov & Dec.
June	Jan, Feb & March
September	April, May & June
December	July, Aug & Sept.

- 4.2 The summary monitoring report to Renfrewshire Corporate H&S Committee is presented as Appendix 1 for the consideration of the Joint Committee. The report details accident statistics, management action and training.
- 4.3 There were no RIDDOR reportable accidents. During this quarter, 2 visitors sustained minor injuries from slips, trips and falls; 1 visitor sustained a minor injury when they were hit with a dinghy mast when activity clients were de-rigging a boat; 1 visitor sustained a minor burn whilst using a kelly kettle during a ranger led activity.
- 4.4 There were no RIDDOR reportable occurrences of occupational disease. 1 staff member suffered a recurrence of a pre-existing aspergillus infection, it should be noted that his existing working conditions did not cause or contribute to the recurrence.
- 4.5 An investigation into the May incident where a member of staff was injured during an archery activity has now been completed, and appropriate recommendations have been implemented. All staff have also been reminded of the reporting procedure to be followed in the event of a serious incident.
- 4.6 Water ingress at the roof of Muirshiel Visitor Centre is still occurring and this issue continues to be under investigation.
- 4.7 1 Health & Safety related course was attended and no Toolbox Talks were delivered during the period July to September 2015 (by comparison 2 courses and 1 Toolbox talk were attended in the same period in 2014).

4.8 Clyde Muirshiel Regional Park continues to work with Renfrewshire Council Health & Safety Officers to align its Health & Safety policies, plans and accident prevention programs with those currently in use within Renfrewshire Council. However the reduction in staffing levels has slowed progress. The Health & Safety Plan has now been put place for 2015-16 to address this and the Park's Health & Safety Committee has expressed confidence that the targets will be met.

5.0 Conclusion:

5.1 This quarterly report shows a continued low accident rate in the Park, and the implementation of the 2015-16 Health & Safety plan should ensure that this trend continues. However consideration should be given to the impact of both recent and further planned staffing reductions on Health & Safety and their possible effect on attaining the targets set within the 2015-16 Health and Safety plan.

Contribution to the National Outcomes of report on H&S monitoring.

1. We live in a Scotland that is the most attractive place for doing business in Europe	
2. We realise our full economic potential with more and better employment opportunities for our people	H&S monitoring and reporting contributes to the achievement of our economic potential and our opportunities for our people
3. We are better educated, more skilled and more successful, renowned for our research and innovation	
4. Our young people are successful learners, confident individuals, effective contributors and responsible citizens	
5. Our children have the best start in life and are ready to succeed	
6. We live longer, healthier lives	H&S monitoring and reporting contributes to the safety and welfare of staff and visitors
7. We have tackled the significant inequalities in Scottish society	
8. We have improved the life chances for children, young people and families at risk	
9. We live our lives safe from crime, disorder and danger	H&S monitoring and reporting contributes to the safety and welfare of staff and visitors
10. We live in well-designed, sustainable places where we are able to access the amenities and services we need	H&S monitoring and reporting contributes to the development of well-designed, sustainable places
11. We have strong, resilient and supportive communities where people take responsibility for their own actions and how they affect others	
12. We value and enjoy our built and natural environment and protect it and enhance it for future generations	
13. We take pride in a strong, fair and inclusive national identity	
14. We reduce the local and global environmental impact of our consumption and production	
15. Our public services are high quality, continually improving, efficient and responsive to local people's needs	H& S monitoring and reporting is a component of quality public services

Appendix 1



To: RENFREWSHIRE CORPORATE HEALTH AND SAFETY COMMITTEE

On: 5 November 2015

CLYDE MUIRSHIEL REGIONAL PARK HEALTH & SAFETY REPORT July - September 2015

This report is prepared by Clyde Muirshiel Regional Park in accordance with the terms of reference for the Corporate Health and Safety Committee, the purpose of which is to evaluate ongoing health and safety performance. Clyde Muirshiel does not have access to Renfrewshire Council's electronic reporting, so accidents and incidents are recorded on a paper based system.

1. Accident Statistical Information including Violence and Aggression reports

There were four minor accidents during the period July to September 2015, three of which took place while delivering outdoor activities to the public. Perhaps the most concerning of these was when a passerby was hit with a dinghy mast when clients were de-rigging a boat. The location for de-rigging boats has been altered to reduce the likelihood of such an incident being repeated. The Park has recently acquired a much larger power boat for wheelchair users. This boat is more affected by cross winds and it has been noted that addition care is required when positioning the boat onto the cradle to avoid any potential accidents.

Type of Accident	Number of Accidents (Staff)	Number of Accidents (Visitors/Volunteers)	% of Total Accidents
Slip/Trip/Fall	0	2	50%
Struck by moving object	0	1	25%
Burns/ Scalds	0	1	25%
TOTALS	0	4	100%

2. Accident prevention programs

Appendix 1

Clyde Muirshiel Regional Park continues to its Health & Safety Policy, Plans and accident prevention programs with those currently in use within Renfrewshire Council.

An internal Health & Safety Incident Investigation has been completed into a client being threatened with a bow and arrow and an Outdoor Activity Instructor being shot in the leg. During the investigation it was noted that there was a general lack of urgency in providing information and this significantly delayed production of the report. Also the investigation highlighted a number of failings in the operation of the Park's incident reporting process. Specific recommendations have been made to address these issues.

3. Training

One Health & Safety related course and no Toolbox Talks were delivered during the period July to September 2015.

4. Occupational Health

Clyde Muirshiel Park uses the Occupational Health Service where appropriate, but there were no referrals and no 'Did-Not-Attend' incidences during the period.

A member of staff at Castle Semple Centre was diagnosed with an Aspergillus lung infection (an HSE reportable occupational disease). However no source of Aspergillus spores was identified at Castle Semple Centre and it is thought that the infection was a recurrence of a previously reported condition. During the inspection of the building by Corporate Landlord wet rot fungus was found in various locations in the building.

5. Update on CMRP Health & Safety management

It has been noted in previous reports that staff cuts have impacted on various aspects of Health & Safety. One effect has been that the reviewing, updating and archiving of Risk Assessments and Safe Working procedures has progressed more slowly than anticipated. However a Health & Safety Plan has been put place for 2015-16 to address this and the Park's Health & Safety Committee has expressed confidence that the targets will be met.

There will be some further reduction in capacity as the Park's Health & Safety Coordinator, David O'Neill, is soon to leave the service through the VR/VER scheme. However the Interim Park Manager, David Gatherer, has indicated that he will be picking up the Health & Safety duties and responsibilities. He has previously completed IOSHH Managing Safely course and one of the Senior Instructors, David Hill has a degree in Health & Safety so there will continue to be Health & Safety expertise available within the park staff.

Appendix 1

Appendix A: Provision of Training - July 2014 to June 2015

<u>Section 1</u> Health and safety training courses (training planner)	3rd ¼ Oct- Dec	4 th ¼ Jan – Mar	1 st ¼ Apr – June	2 nd ¼ July – Sept
Accident investigation				
Fire risk assessment				
Fire wardens training				
Risk assessment				1
Manual handling - (objects) risk assessment				
Violence and aggression				
Working safely accredited by IOSH				
Supervising safely accredited by IOSH	1			
<u>Section 2</u> Health and safety training courses available on request				
Managing safely accredited by IOSH				
Construction safety awareness				
Manual handling risk assessment (people)				
COSHH awareness				
Quality of working life (stress) risk assessment				
Corporate policy on alcohol and substance misuse				
Manual handling (objects) practical training				
Risk Management				
<u>Section 3</u> Any other appropriate health and safety training courses, or bespoke courses				
Chainsaw - Felling Medium Size Trees				
Cycle Trainer Course				
Driving Electric Vehicles				
Elementary Food Hygiene (outdoor)				
Food Hygiene Certificate				
First Aid at Work – 2 Day Refresher				
First Aid at Work – 3 Day	1		1	
Feeling Fitter refresher				
Induction (inc Health & Safety)				
Kayak/Canoe 4 star instructor training				
Ladder Awareness			8	
Ladder Awareness & Inspection			15	
Mental Health refresher (Branching Out)				
Pesticide training			2	
RYA Instructor Training	1			
Stress Awareness	1			
Tree climbing/felling/safety				
White Water Safety & Rescue Training				
Walk Leader Training				
Managing Grievance and Discipline				